

Town of Rowe
Board of Selectmen – Minutes
Wednesday, March 28, 2018 – 6:30 pm
Rowe Town Hall - Hearing Room 1

Call to Order: The meeting was called to order by Chair Morse at 6:29 p.m.

Present: Chair Jennifer Morse, Vice-Chair Dennis May, Member Sokol and Executive Secretary Janice Boudreau
Henry Dandeneau, Loretta Dionne, David Dvore, Danielle Larned, Paul McLatchy III, Police Chief Julie Shippee, Florence Veber

MINUTES

Motion to accept Minutes of March 9, 2018: Upon review, a motion was made by Chair Morse to accept the Minutes of March 9, 2018 with a correction. The motion, seconded by Vice-Chair May was accepted. (2/0/1)
Member Sokol abstained from the vote.

OLD BUSINESS

1. **MLP Update:** There was discussion about a meeting that Municipal Light Plant Manager (MLP) David Dvore and Deputy Manager Sokol had with Charlemont Broadband committee member Trevor Mackie concerning providing broadband to customers bordering Rowe. It was an initial discussion and would require more decisions. Chair Morse expressed the desire to be a good neighbor and act in a cooperative manner.

There was discussion about the bill paying process and whether or not to pay 3 bills that come in from Verizon invoices for pole make ready costs. It was agreed to hold off on payment and to first confirm costs as long as a confirmation of a payment extension was in writing.

David said he would be discussing the 'Drop Policy' or concerns over how much the town will pay for installations to homes in the future.

It was agreed that it would be helpful to have a Broadband update and informational session open to citizens in the near future prior to Annual Town Meeting.

2. **Board of Assessors:** Review revised contract with George Sansoucy: Select Board Members revised contract with George Sansoucy PE, LLC following Town Counsel amendments.

Motion to Sign Contract: Chair Morse made a motion to sign the revised contract with George Sansoucy PE, LLC with Town Counsel amendments. The motion, seconded by Vice-Chair May, was unanimously accepted. (3/0/0)

NEW BUSINESS

1. **6:30pm – Custodian meeting:** Danielle Larned spoke to the Board about needing additional hours due to adequate perform cleaning duties and trash/recycling removal in Town Hall, Gracy House, Fire Dept., and Highway Dept. in 15 hours. She explained that she had no additional time to do any extra cleaning projects beyond the basic service. There was

discussion about charging a fee for Gracy House usage for the extra cleaning involved. It was agreed to discuss the matter with the Finance Committee.

Danielle Larned and Florence Veber left the meeting at 6:45.

2. Discuss All Board Meeting: Chair Morse said that she would like to schedule an all board meeting to hear from all of the departments and have them explain to each other upcoming projects and concerns. It was decided to hold the meeting on April 25, 2018 at 7:00 pm. Chair Morse said she would notify departments.
3. Memo to Town Clerk for ATM Election Ballot: Select Board Members reviewed a memo to the Town Clerk for questions to be placed on the Town Election Ballot concerning making the Tax Collector an appointed position and the question about whether the Select Board can act as the MLP Board.
4. Review DPW Chapter 90 Project Request: Select Board Members reviewed a State Aid Reimbursable Programs Project Request for Chapter 90 Funds. There was discussion about Paving Stone Hill, Hazelton, Petrie, Brittingham and Tunnel Roads. Vice-Chair May expressed concerns with the costs of the bridge repairs and spending all Chapter 90 funds.

Motion to Sign: Following discussion, Member Sokol made a motion to sign the State Aid Reimbursable Programs Project Request for Chapter 90 Funds for \$643,000.00 paving roads. The motion, seconded by Chair Morse, was unanimously accepted. (3/0/0)

5. Review Job Descriptions Tax Collector, Town Clerk, Executive Secretary, Revised Accountant: Tabled until a later date.
6. Police Chief: Review Budget and Job Description:
 - There was discussion about the Chief's request to pay for training reserve officers and sharing the costs with the towns the officers worked in other towns
 - The number of reserve officers was discussed and whether 3 additional officers were needed.
 - The Board requested a Mission Statement, Standards Procedure Manual & list of Training completed by officers on a spreadsheet
 - The Select Board requested a monthly reported be submitted including training information
 - It was agreed to review the draft Police Chief job description on May 2, 2018 and finalize a job description for Police Officers

Police Chief Shippee and Henry Dandeneau left the meeting at 8:48pm.

7. DOE Request: Uldis Vanags requested to speak with a Select Board member with questions about Yankee Rowe for the Department of Energy. No action was taken.
8. Nomination of Inspector of Animals: Upon review it was agreed to find out more information about the position.

9. Executive Secretary Updates:

- Ms. Boudreau inquired about the informational session scheduled at the school to answer questions about the contract changes with Mohawk Regional School District. It was agreed to confirm with the School Committee.
- Ms. Boudreau said there were questions about an employee's benefits due to changes in job descriptions and duties. It was agreed to meet on April 18, 2018 to discuss.
- Ms. Boudreau raised the issue of whether Rowe would work on regulations concerning marijuana as many of the area towns were doing. Chair Morse agreed to contact the Planning Board to inquire.

10. DPW Acknowledgement: Chair Morse acknowledged the hard work and effort of the DPW crew and Superintendent Larned for their hard work of maintaining the roads and keeping citizens safe this winter.

11. Virginia Gabert Acknowledgement: Chair Morse recognized Virginia Gabert for recognition by the MA Association of Conservation Commissions (MACC) a certificate of Achievement for successfully completing 8 units of MACC Fundamentals for Conservation Commissioners certificate training program.

Adjournment: Seeing no further business, Chair Morse made a motion to adjourn the Meeting at 9:31 pm. The motion, seconded Vice-Chair May, unanimously was accepted. (3/0/0)

Janice Boudreau
Executive Secretary

Approval Date:

4-4-2018

Approved:


Jennifer Morse, Chair

Dennis May, Vice-Chair


Chuck Sokol, Select Board Member

Documents:

- Agenda 03-28-18
- Minutes 03-09-18
- Revised contract with George Sansoucy (9 pgs.)
- Chapter 90 Project Request (5 pgs.)
- DOE Request (3 pgs.)
- Nomination of Inspector of Animals (2pgs.)
- Job Descriptions: Tax Collector, Town Clerk, Executive Secretary, Revised Accountant, Police Chief
- Intergovernmental Grant Agreement between City of Westfield and Westfield Gas & Electric (7 pgs.)
- Memo to Town Clerk with Ballot Questions
- Elevator Maintenance Service Agreement Collective Bid
- Mail:
 - Economic Development Summit
 - MA Assn. of Conservation Commissions (2 pgs.)
 - NE AgTech
 - Rowe Fire Dept. Report & Class Detail (4 pgs.)
 - Centerline Communications (2 pgs)